

1315 PIEDMONT ARCH  
CHESAPEAKE VA, 23320  
(757) 286-8660  
MPULL006@ODU.EDU

# MILENA PULLEY

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## EXPERIENCE

### **Banister Automotive, Chesapeake & Norfolk, VA** – *Receptionist*

AUGUST 2021 – PRESENT

- Professionally greet customers.
- Multitask in a high-volume office position answering 40+ calls daily.
- Maintain confidentiality with customers' sensitive information.

### **Vector Marketing, Virtual** – *Social Media Recruiting Assistant*

MAY 2022 – AUGUST 2022

- Demonstrate proficiency in the use of social media to promote job opportunities.
- Influence potential hires to join the company.

### **Noodles & Company, Lynnhaven** – *Journey Leader*

JUNE 2020 – MAY 2021

- Leadership role in training new hires.
- Front of the house interacting with customers directly averaging 80+ interactions a day.
- Working well under pressure to give the best customer experience possible.

### **Monarch Orientation Leader, Norfolk, VA**

JUNE 2022 – PRESENT

- Aiding with the transition onto campus for incoming students.
- Giving information about the university to the students and their guests.
- Assisting students when registering for classes.

## EDUCATION

### **Old Dominion University, Norfolk, VA**– *Seeking B.S. Degree*

AUGUST 2021– PRESENT

Perry Honors College Member

Dynasty Dance Team Member

### **Cape Henry Collegiate, Virginia Beach, VA** – *High School Diploma*

AUGUST 2016 – MAY 2020

National Honors Society Member

National Spanish Honors Society Member

## AWARDS

Cape Henry Collegiate: Cheer Coaches Award, Core Value Community Award, and Scott D. O'Hara Award

Employee of the Month: Noodles & Company

## REFERENCES

### **Andra Morris, Princess Anne Middle School**

Office Manager

Email: [andramorris64@gmail.com](mailto:andramorris64@gmail.com)

Phone: C(757)572-6526

### **Mark Hall, Cape Henry Collegiate**

Director of Community Outreach Partnerships; Strength/Fitness Training; Varsity Boys Basketball

Email: [markhall@capehenry.org](mailto:markhall@capehenry.org)

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**Deanna Dauer, Banister Automotive**

Office Manager

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